



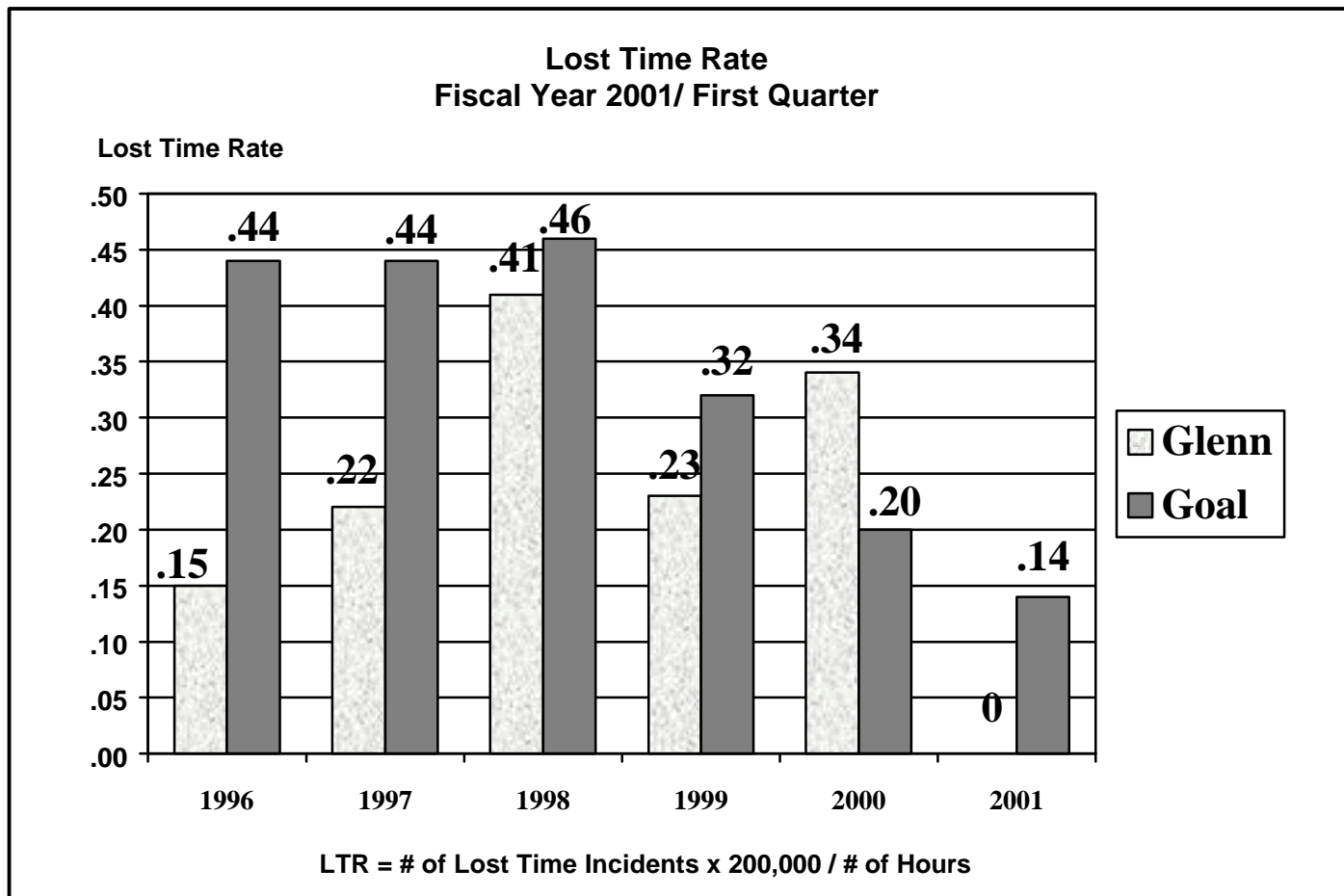
Bee Safe Bulletin

December 2000



Calendar of Events	<u>HOLIDAY SAFETY TIPS</u>
<p>Contractor Safety Council on January 18, 2001, Building 3, Room 215</p> <p>Employee Safety Training – to be determined</p>	<p>OFFICE SAFETY TIPS</p> <p>It is that time of year again! Many of us will be decking our cubicles with boughs of holly, and other pretty Christmas garnishing. But, in the process of enjoying the holiday season, let's not set the place aflame! Here are a few do's and don'ts to remember:</p> <p>DO be conscious about the materials your decorations are made of. There are many flammable things on the market that will burn at the SLIGHTEST introduction to heat!</p> <p>DON'T hang items directly under or too close to the lights! The lights emit heat and a fire can easily start if you do this!</p> <p>DO be considerate of your co-workers. The "Rocking-Santa" may be cute, but quite annoying to the person trying to work next to you!</p> <p>DON'T OVERDO IT! If someone has to duck, climb, or "bob-n-weave" their way inside of your workarea, YOU HAVE GONE TOO FAR!!!</p> <p>DO have delicious candies available for co-workers!</p> <p>DON'T smother your computer equipment with decorations. The equipment needs space to "breathe" in order to function properly and not get too warm; thus, becoming a fire hazard.</p> <p>DO enjoy your decorations and have a wonderful Holiday Season!!!!</p> <p>SAFE SHOPPING</p> <p>When doing your Holiday shopping, take these extra security precautions to protect yourself at malls and shopping centers:</p> <p>Avoid carrying large, heavy packages that block your vision and make you a target for purse snatchers.</p> <p>Shop during daylight hours whenever possible.</p> <p>Always park in well-lit areas whenever possible.</p> <p>Put the flap of your shoulder bag against your body and hold your arm around it, or wear your purse under your coat.</p> <p>Carry your wallet in your front pocket.</p> <p>Watch out for strangers "accidentally" bumping you. This is how pickpockets distract their victims.</p> <p>Have your keys in your hand before you go to your car.</p>
<p>Upcoming Training</p> <p>January 17, 2001</p> <p>Lockout/Tagout</p> <p>Confined Space</p> <p>January 24, 2001</p> <p>CPR</p> <p>REMEMBER</p> <p>Mission Success Starts with Safety</p>	<p>HOLIDAY PARTIES AND ALCOHOL</p> <p>During the Holidays, traffic accidents and deaths increase dramatically because of alcohol consumption. If you plan on attending holiday parties and drinking alcohol, follow the same guidelines as outlined for your guests:</p> <ul style="list-style-type: none">• Don't drink alcohol in excess of the one-one rule• Never drink alcohol on an empty stomach• Designate a driver that does not drink and will stay sober• Make sure to serve nonalcoholic beverages <p>HAVE A WONDERFUL AND SAFE HOLIDAY SEASON!</p>

**Civil Service Injury/Illness
Fiscal Year 2001 – 1st Quarter**



**Injury Summary
Fiscal Year 2001/ First Quarter**

Organization Codes	Total # Injury Cases	Injury Type	Body Part(s) Affected	Mishap Environment Agency	Mishap Environment Activity
7000 Engineering & Technical Services Directorate	5	(5) Laceration	(3) Finger(s) (1) Leg (1) Upper Arm	(2) Not Classified (1) Working/Walking Surfaces (1) Machines (1) Hand Tools	(2) Striking Against (1) Fall to Different Level (2) Struck By
5000 Research & Technology Directorate	1	(1) Puncture	(1) Fingers	(1) Material	(1) Striking Against